



City of Union Gap Transit Transit Development Plan
Six year plan: 2013 - 2019

Union Gap Transit
1101 N. 16th Ave, Suite 120
Yakima, WA. 98902
(509) 248-2004

Public Hearing:

Adopted by Union Gap City Council:

Submitted to WSDOT:

Prepared by:

Medstar Transportation

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Section 1: Organization

Union Gap Transit is a municipal transit system as authorized in RCW 35.58 and is located in Yakima County. Union Gap Transit contracts all transit services, both fixed route and Paratransit ADA services to Medstar Transportation. Union Gap Transit's route map appears in Appendix B, showing the extent of the service area. Union Gap Transit is governed by the

Union Gap City Council; their 7 member board approves all changes to transit operations and service levels. City council meetings are usually held on the second and fourth Monday of each month at City Hall located at 102 W Ahtanum Road. Additionally, the Transit Advisory Committee meets as needed to discuss any suggestions or ideas for transit development and changes.

As of 12/31/2013 Union Gap Transit's contractor employed:

- 4 full time employees in the operations division
- 4 full time equivalents in the Dial-A-Ride Paratransit division
- 1.5 full time equivalent in the maintenance division
- 1 full time equivalent in the administration division
- 9.5 Total employees

Section 2. Physical Plant

Union Gap Transit has no bus maintenance or operations facilities. The contractor's facility is located at 1101 N 16th Ave, Suite 120, Yakima, WA. 98902. The building is leased by their contracted services provider Medstar Transportation.

Section 3. Service Characteristics

Started as a demonstration project in 2008 by the city of Union Gap and Yakima Transit, the residents of Union Gap voted to approve permanent funding through a .02% sales tax and so the city and began providing full transit services beginning December 1, 2008.

In 2013 Union Gap Transit provided fixed route service, and Dial-A-Ride Paratransit service. Union Gap Transit operates 1 fixed route. Bus service operates Monday through Friday, 6:00 a.m. – 7:00 p.m., and Saturday 9:00 a.m. – 7:00 p.m. The Monday through Friday bus service operates on half-hour headways. Saturday bus service operates on a one- hour frequency. Dial-A-Ride Paratransit service operates the same service hours as fixed route service. Additionally, Dial-A-Ride Paratransit service also operates Sunday 8:00 a.m. – 1:00 p.m. For further details on local fixed route service please consult the Union Gap Transit system map in Appendix B. As of January 1, 2013 Union Gap Transit still offers free service (no boarding fee) to all transit riders. Because all vehicles used in the provision of transit services are purchased and owned by the contractor and not the City of Union Gap, there is no listing for capital expenditures for buses in this plan.

When vehicles are listed as additions to or replacement of vehicles used for transit purposes, it is for fleet description only and no Capital funds are ever used.

Section 4. Service Connections

Union Gap Transit provides fixed route service to the passenger shelter in front of Miners Drive-In for connections with Yakima Transit routes #7 and #9. Other connections are Central Washington Airporter

for trips to Seattle and the Community Connector for trips throughout the Yakima Valley. This facilitates connections to other Transit System which are mainly Phato in the Lower Valley and Ben/Franklin Transit in the Tri Cities.

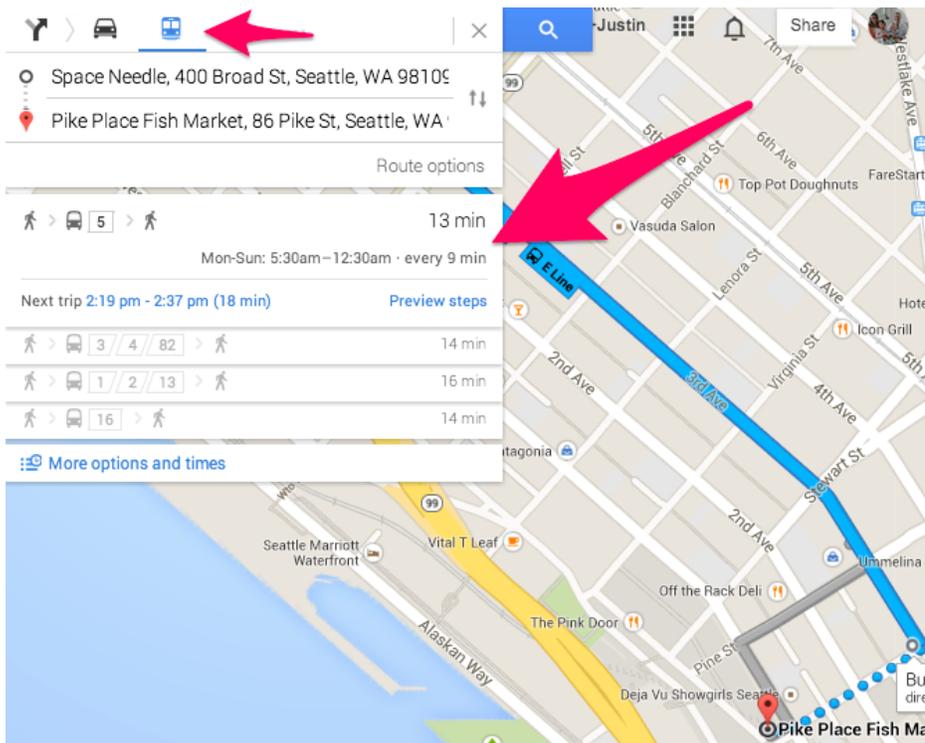
Union Gap Transit offers Dial-A- Ride services to the cities of Union Gap, Yakima and Selah, with connections to the Greyhound bus terminal and the Yakima Airport.

Section 6. 2014 Goals

1. Review and update flag stop policy.
2. Increase service awareness to Union Gap residents.
3. Research implementing software and mobile apps for drivers and riders.
 - a. Gain better insights to operations and service effectiveness
 - b. Provide GPS information and push button reservations.
4. Possible service expansion
 - a. Add a 3rd bus on fixed route to expand to West Valley and an express route for high traffic areas.
 - b. Prepare to research Vanpool service In 2015, look at grants for service.
5. Add Google Transit Routes for Union Gap.
 - a. First step: Review, update and finalize stops, times and flag stop policy. In the month on August 2014, flag stops made up for an estimated 21% of the total fixed route ridership.
 - b. Second step: Submit to Google Transit

About Google Transit Partner Program

Transit on Google Maps is a Public Transportation planning tool that combines the latest agency data with the power of Google Maps. It integrates transit stop, route, schedule, and fare information to make trip planning quick and easy for everyone.



- **Raising awareness of public transportation** to attract new riders
- **Helping seasoned riders** discover new routes to maximize your infrastructure investment
- **Linking to your agency website** to increase rider awareness
- **Connecting neighboring agencies' data** to improve inter-agency connectivity
- **Decreasing traffic congestion** and environmental effects while increasing mobility
- **Providing trip planning on both desktop and mobile devices**
- **Doing it all for free** -- all you have to do is share your data

6. Update routes to better work with other transit agencies.
 - a. Increase Route stop consistency: Currently Yakima transit is at the Union Gap transfer point 40 times a weekday while Union gap services that stop 23 times a weekday.
 - b. Align Route Schedules: We are adjusting stop times to fall constantly at the same time every hour, so riders will easily know when the next bus will arrive. This is also much more consistent with the Yakima Transit route 7 & 9. There was also an hour gap in service that should be filled to provide consistent service. Here is the new Saturday Schedule.

Saturday/sábado

	Sears Store	14th & Mead	18th & Carey	D.O.T.	Fullbright Park	Leisure Hill	2nd & Wash.	Business Park	Youth Park	10th & Wash.	3rd & Wash.
AM	8:57	9:01	9:04	9:12	9:17	9:21	9:24	9:30	9:37	9:44	9:45
	9:57	10:01	10:04	10:12	10:17	10:21	10:24	10:30	10:37	10:44	10:45
	10:57	11:01	11:04	11:12	11:17	11:21	11:24	11:30	11:37	11:44	11:45
	11:57	12:01	12:04	12:12	12:17	12:21	12:24	12:30	12:37	12:44	12:45
	12:57	1:01	1:04	1:12	1:17	1:21	1:24	1:30	1:37	1:44	1:45
	1:57	2:01	2:04	2:12	2:17	2:21	2:24	2:30	2:37	2:44	2:45
PM	2:57	3:01	3:04	3:12	3:17	3:21	3:24	3:30	3:37	3:44	3:45
	3:57	4:01	4:04	4:12	4:17	4:21	4:24	4:30	4:37	4:44	4:45
	4:57	5:01	5:04	5:12	5:17	5:21	5:24	5:30	5:37	5:44	5:45
	5:57	6:01	6:04	6:12	6:17	6:21	6:24	6:30	6:37	N/A	N/A

Section 7. Union Gap Transit Development Plan & WSDOT - Operating & Investment Guidelines:

Preservation:

In 2013 Union Gap Transit used its resources to maintain service levels in all modes of transportation. In the next 6 years Union Gap Transit will maintain or increase levels of service, replace most of the older revenue service vehicles and try to add more alternative fuel or hybrid vehicles.

Safety:

The modernization of the vehicle fleets will improve system safety by enlisting the latest safety related technology and maintenance systems. The installation of new bus shelters will improve system safety by providing a waiting area that is both well lit and away from traffic.

Mobility:

In completing this Six Year Transit Development Plan, Union Gap Transit will have a totally accessible fixed route bus fleet, while increasing service levels in paratransit services for those who cannot use the fixed route service.

Environment:

By the year 2016 we hope to have converted all transit vehicles to hybrid or alternative fuel technology to enhance a healthy community, promote energy conservation and protect our environment.

Stewardship:

It is the intent of Union Gap Transit, to work towards greater efficiency and to improve the quality of our transportation services with expanded routes and perhaps investment in Vanpool services.

Section 8. Plan Assumptions

Population – According to the 2010 census report, the population of the Union Gap Transit service area is 5,850 and the population is expected to grow at a rate of 0.2% through the year 2015.

1. **Sales Tax** – We are expecting a decrease of about 2.5% in 2014 from 2013 levels which then should remain constant through 2016.
2. **Inflation Factor** – Medstar Transportations wage and salary costs will increase by 4.5% per year throughout this plan.. All other costs will increase at 4.25% per year throughout the plan.
3. **Fixed Route Bus Service** – Union Gap Transit provided 7,280 hours of revenue service in 2013, and will at a minimum, maintain that level through 2019.
4. **Dial-A-Ride ADA Paratransit Service** – Union Gap Transit provided 7,540 revenue hours of service in 2013, and will at a minimum, maintain that level through 2019.

In future years Dial-A-Ride service standards may have to be reduced to more closely adhere to ADA (Americans with Disabilities Act) standards in order to control growing program costs. Consideration may be given to securing additional revenue to be used exclusively for Dial-A-Ride growth and service quality maintenance.

5. **Transit Buses** – Union Gap Transit will purchase 3 accessible transit buses during this plan. Two will be replacement buses and one will be an addition to the fleet.
6. **Paratransit Vehicles** – Union Gap Transit will purchase 5 vehicles for use in Dial-A-Ride service during this plan. 4 will be replacement vehicles and one will be an addition to the fleet. Of these vehicles, a minimum of three will be hybrid vehicles, two will replace existing hybrids and one will be an addition.
7. **Maintenance, Operations and Administration Facility Improvements:**
In phase 1 of this project, Medstar Transportation will expand its present maintenance, operations and administration facility in 2015.
In phase 2 of this project, Medstar Transportation will complete improvements to its maintenance and bus washing facilities by 2019.
A significant portion of the city's existing fixed route bus service lacks permanent stop facilities. A study of the route and facility needs will be completed and implemented over the next 6 years.

Section 9. Operating Data 2013 Actual - 2014 – 2019 Estimated

Fixed Route Service	2013	2014	2015	2016	2017	2018	2019
Revenue vehicle miles	149,367	165,117	165,117	165,117	165,117	165,117	165,117
Total vehicle miles	179,239	194,989	194,989	194,989	194,989	194,989	194,989
Revenue vehicle hours	7,280	7,280	7,280	7,280	7,280	7,280	7,280
Total vehicle hours	7,577	7,577	7,577	7,577	7,577	7,577	7,577
Passenger trips	81,212	83,500	83,500	83,500	83,500	83,500	83,500
Fatalities	0	0	0	0	0	0	0
Reportable injuries	0	0	0	0	0	0	0
Collisions	0	0	0	0	0	0	0
Gasoline fuel Consumed (gal)	22,404	24,373	24,373	24,373	24,373	24,373	24,373
Dial-A-Ride Service							
Revenue vehicle miles	23,284	23,284	23,284	23,284	23,284	23,284	23,284
Total vehicle miles	25,543	25,543	25,543	25,543	25,543	25,543	25,543
Revenue vehicle hours	7,540	7,540	7,540	7,540	7,540	7,540	7,540
Total vehicle hours	7,690	7,690	7,690	7,690	7,690	7,690	7,690
Passenger trips	5,260	5,260	5,260	5,260	5,260	5,260	5,260
Fatalities	0	0	0	0	0	0	0
Reportable injuries	0	0	0	0	0	0	0
Collisions	0	0	0	0	0	0	0
Gasoline fuel Consumed (gal)	3,192	3,192	3,192	3,192	3,192	3,192	3,192

Section 7A

Operating Revenues and Expenditures 2013

(All figures in whole dollars)

	Transit Fund	Working Capital	Capital Fund	Debt Service	Total
Beginning Balance	1,486,558	0	0	0	1,486,558
Revenues					
Sales Tax	892,715				892,715
Fare Box	0				0
Sales Tax Equalization	0				0
Interest	0				0
State Operating Grants	0				0
Contribution to Accounts	0				0
Total Available	2,379,273	0	0	0	2379273
Operating Expenses					
Contracted Fixed Route	326,339				326,339
Contracted Paratransit	99,843				99,843
System P & M	0				0
Fixed Route System Expansion	0				0
Para-transit System Expansion	0				0
Total Expenses	426,182				426,182
Net Cash Available	1,953,091	0	0	0	1,953,091
Capital Obligations	23,742				0
Passenger shelters and signs	0				0
Total Capital Obligations	23,742				0
Ending Cash Balance 12/31	1,932,128	0	0	0	1,932,128

Section 7B

Operating Revenues and Expenditures 2014

(All figures in whole dollars)

	Transit Fund	Working Capital	Capital Fund	Debt Service	Total
Beginning Balance	1,932,128	0	0	0	1,932,128
Revenues					
Sales Tax	857,007				857,007
Fare Box	0				0
Sales Tax Equalization	0				0
Federal Operating Grants	0				0
State Operating Grants	0				0
Contribution to Accounts	0				0
Total Available	2,789,135	0	0	0	2,789,135
Operating Expenses					
Vanpool P & M	0				0
Vanpool System Expansion	0				0
Contracted Fixed Route	326,339				326,339
Contracted Para-transit	99,843				99,843
System P & M	0				0
System Expansion	0				0
Total Expenses	426,183				426,183
Net Cash Available	2,362,952	0	0	0	2,362,952
Capital Obligations					0
Inter-fund Transfer to 304 VMB IV	0				0
Passenger shelters and signs	0				0
Total Capital Obligations	0				0

Ending Cash Balance 12/ 31	2,362,952	0	0	0	2,362,952
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Section 7C

Operating Revenues and Expenditures 2015

(All figures in whole dollars)

	Transit Fund	Working Capital	Capital Fund	Debt Service	Total
Beginning Balance	2,362,952	0	0	0	2,362,952
Revenues					
Sales Tax	857,007				857,007
Fare Box	0				0
Sales Tax Equalization	0				0
Federal Operating Grants	0				0
State Operating Grants	0				0
Contribution to Accounts	0				0
Total Available	3,219,959	0	0	0	3,219,959
Operating Expenses					
Contracted Fixed Route	326,339				326,339
Contracted Para-transit	99,843				99,843
System P & M	0				0
System Expansion	0				0
Total Expenses	426,182				426,182
Net Cash Available	2,793,777	0	0	0	2,793,777
Capital Obligations					
Passenger shelters and signs	0				0
Total Capital Obligations	0				0
Ending Cash Balance 12/31	2,793,777	0	0	0	2,793,777

Section 7D

Operating Revenues and Expenditures 2016

(All figures in whole dollars)

	Transit Fund	Working Capital	Capital Fund	Debt Service	Total
Beginning Balance	2,793,777	0	0	0	2,793,777
Revenues					
Sales Tax	857,007				857,007
Fare Box	0				0
Sales Tax Equalization	0				0
Federal Operating Grants	0				0
State Operating Grants	0				0
Contribution to Accounts	0				0
Total Available	3,650,784	0	0	0	3,650,784
Operating Expenses					
Contracted Fixed Route	326,339				326,339
Contracted Para-transit	99,843				99,843
System P & M	0				0
System Expansion	0				0
Total Expenses	426,182				426,182
Net Cash Available	3,224,602	0	0	0	3,224,602
Capital Obligations					
Passenger shelters and signs	0				0
Total Capital Obligations	0				0
Ending Cash Balance 12/31	3,224,602	0	0	0	3,224,602

Section 7E

Operating Revenues and Expenditures 2017

(All figures in whole dollars)

	Transit Fund	Working Capital	Capital Fund	Debt Service	Total
Beginning Balance	3,224,602	0	0	0	3,224,602
Revenues					
Sales Tax	857,007				857,007
Fare Box	0				0
Sales Tax Equalization	0				0
Federal Operating Grants	0				0
State Operating Grants	0				0
Contribution to Accounts	0				0
Total Available	4,081,609	0	0	0	4,081,609
Operating Expenses					
Contracted Fixed Route	326,339				326,339
Contracted Para-transit	99,843				99,843
System P & M	0				0
System Expansion	0				0
Total Expenses	426,182				426,182
Net Cash Available	3,655,427	0	0	0	3,655,427

Capital Obligations					
Passenger shelters and signs	0				0
Total Capital Obligations	0				0
Ending Cash Balance 12/31	3,655,427	0	0	0	3,655,427

Section 7F

Operating Revenues and Expenditures 2018

(All figures in whole dollars)

	Transit Fund	Working Capital	Capital Fund	Debt Service	Total
Beginning Balance	3,655,427	0	0	0	3,655,427
Revenues					
Sales Tax	857,007				857,007
Fare Box	0				0
Sales Tax Equalization	0				0
Federal Operating Grants	0				0
State Operating Grants	0				0
Contribution to Accounts	0				0
Total Available	4,512,434	0	0	0	4,512,434
Operating Expenses					
Contracted Fixed Route	326,339				326,339
Contracted Para-transit	99,843				99,843
System P & M	0				0
System Expansion	0				0

Total Expenses	426,182				426,182
Net Cash Available	4,086,252	0	0	0	4,086,252
Capital Obligations					
Passenger shelters and signs	0				0
Total Capital Obligations	0				0
Ending Cash Balance 12/31	4,086,252	0	0	0	4,086,252

Section 7G

Operating Revenues and Expenditures 2019

(All figures in whole dollars)

	Transit Fund	Working Capital	Capital Fund	Debt Service	Total
Beginning Balance	4,086,252	0	0	0	4,086,252
Revenues					
Sales Tax	857,007				857,007
Fare Box	0				0
Sales Tax Equalization	0				0
Federal Operating Grants	0				0
State Operating Grants	0				0
Contribution to Accounts	0				0
Total Available	4,943,259	0	0	0	4,943,259
Operating Expenses					
Contracted Fixed Route	326,339				326,339

Contracted Para-transit	99,843				99,843
System P & M	0				0
System Expansion	0				0
Total Expenses	426,182				426,182
Net Cash Available	4,517,077	0	0	0	4,517,077
Capital Obligations					
Passenger shelters and signs	0				0
Total Capital Obligations	0				0
Ending Cash Balance 12/31	4,517,077	0	0	0	4,517,077

Section 10. List of Equipment

Year	Make	Model	VIN #	Seats	Lift	Vehicle #
2008	Dodge	Caravan	1D8HN44H28B122663	3	YES	13
2012	Dodge	Caravan	2D4CN1AE1AR334613	3	YES	44
2006	Ford	E-350	1FDXE45SX6DB37168	14	YES	101
2008	Ford	E-350	1FD4E45S48DB42792	14	YES	102
2008	Ford	E-350	1FD4E45S18DA78064	14	YES	103

Section 11. Route Map

Union Gap Transit

